

VILLAGE OF ALMONT – UTILITY BILLING FORM

817 N. Main Street, Almont MI 48003
Phone: 810-798-8528

Office Hours: Monday-Thursday 7:00 am to 5:00 pm
Email: ppardo@almontvillage.org

Request for Final Water Bill must be requested 24 to 48 hours prior to Final Bill. Requests to ppardo@almontvillage.org

Date of Request: _____

Service Address: _____

☐ Update Current Customer

☐ New Customer

☐ Owner

☐ Reinstall Meter (\$100.00 fee)

☐ Renter

☐ Pull Meter (\$100.00 fee)

☐ Final Read

☐ Enroll for paperless billing

☐ Water Shut (\$25.00 fee)
**Flat rate fee will still apply*

☐ Water Turn On (\$25.00 fee)

If you are signing up for paperless billing, please read the terms and conditions on the back of this form a signature of acknowledgement is required.

Effective Date: _____ Start New Service ☐ End Service ☐

Account# _____

Customer Name: _____

Billing Address: _____ P.O. Box _____

City, State, Zip Code: _____

Phone Number: _____

Email Address: _____

Signature of Requestor/Legal Owner

Date

Email address is required for final bill. Payment for Final Water Bill is due within 10 days and must be received by the due date listed on Final Bill.

If a final read, please provide:

Name of New Occupant: _____

New Occupant Telephone # _____

Please read and acknowledge this important information regarding your bill delivery method.

Terms and Conditions

- By completing this enrollment form, you are choosing to receive your Village of Almont Utility Bill electronically and will **not** be receiving a bill by mail.
- You have the right to withdraw your consent at any time by contact the Utility Billing Clerk at (810) 798-8528.
- Once enrolled in the electronic e-bill program, you are responsible for ensuring receipt of the email. The Village of Almont will email your statement to the address you provide and if you fail to receive it, you are responsible for all charges on the account by the due date. If payment is received after the due date, penalties will apply. In order to ensure that we are able to provide you with accurate billing information, ***you must update us with any changes in your email address.*** The Village cannot ensure electronic delivery of your utility bill.
- All electronic bills can be printed and saved electronically to your computer for your records.
- If you use spam filters for emails, please add the Village of Almont to your approved senders list, ppardo@almontvillage.org

I have read and understand the Terms and Conditions, and by signing below, I authorize the Village of Almont to send utility bills for this account to my email address.

Signature_____ Date_____

For Office Use Only

Date Water Meter Pulled: _____ \$100.00 Charge to Pull Meter

Date Water Meter Installed: _____ \$100.00 to Reinstall Meter

☐ Copy to Assessor